

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD FEBRUARY 3, 2014, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE
SARATOGA TOWN HALL

Mayor Ed Glode called the meeting to order.

The Pledge of Allegiance was recited. Members present were Councilman Will Faust, Councilwoman Judy Welton, Councilwoman Susan Howe and Councilman Richard Raymer.

APPROVAL OF AGENDA: Mayor Glode amended the Agenda to correct the time of the Airport Board Meeting.

Councilwoman Welton made a motion to approve the agenda as amended. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilman Raymer made a motion to approve the minutes of the January 20, 2015 meeting as presented. Councilman Faust seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$68,107.21; Payroll and FICA for 1/26/15 in the amount of \$60,956.68; and manual checks in the amount of \$52,663.51, for a total of \$181,727.40.

Councilman Faust made a motion to pay the Prairie Dog Electric bill in the amount of \$303.37. Councilwoman Welton seconded and the motion carried. Councilwoman Howe declared a conflict and abstained

Councilwoman Welton made a motion to pay the remaining bills in the amount of \$181,420.73. Councilwoman Howe seconded and the motion passed unanimously.

CORRESPONDENCE: Mayor Glode stated there were three letters dealing with membership renewals and began with the 2015 Chamber Membership renewal. Chamber Board Member Ty Trevelyan addressed the council and stated that he would like to see the town expand their membership with the Chamber and become Hometown Hero-Champion paying a membership of \$3250.00. Mr. Trevelyan stated that he does not think that the town does much to promote itself and he believes that with this membership the town would have better access to all of the advantages that the Champion membership would include. He reviewed the membership and the fact that using the chamber web page and utilizing what the chamber has to offer puts everyone on the same page instead of going in different directions. Mayor Glode thanked Mr. Trevelyan for his presentation and agreed that it would be a good fit for the town and noted that he had put himself in the position of ex-officio on the chamber board.

Discussion followed and Councilman Raymer added that if the funding is available it would probably be something to consider. Councilwoman Welton agreed and included that this may not be in the current budget and it might be something to include in the budget for the upcoming year. Clerk Cox noted that the town provides many things as in kind services including providing water, lawn care and outside maintenance, lights for the parking lot, snowplowing, etc. Clerk Cox added that the town hall budget does have a line item budgeted for these expenses if the council so chooses and the expenditure is in the budget, but not always available in the bank.

After some discussion, the council will again address the chamber membership at the February 17th meeting.

Mayor Glode reported that a letter was received from Virginia Parker, Museum Director which included a calendar of events for 2015 and a membership renewal.

Lynda Healey, a volunteer for the museum addressed the council explaining some events of the museum and then added that there would be a Wine Tasting at the Community Center on Friday, February 6, 2015 from 6:00 p.m. to 9:00 p.m., Ms. Healey encouraged the public to attend.

After some discussion, and knowing that the town currently provides water and lawn care to the Museum at no cost and maintenance support when necessary the council, was in favor of the Business rate of Seventy-Five Dollars

Councilman Faust made a motion to renew the Town of Saratoga membership in the amount of \$75.00 as a Business renewal. Councilman Raymer seconded and the motion carried unanimously.

Mayor Glode read a letter from the Platte Valley Arts Council thanking the governing body of the Town of Saratoga for their membership renewal, assistance and continued support of the Arts Council.

ITEMS FROM THE PUBLIC: Gary Widemshek addressed the council with his concerns of the number of trucks that are passing over the Bridge Street Bridge on a daily basis. The trucks are not using the truck route and there does not seem to be any enforcement to change the use of Bridge Street for them to go to the saw mill.

Chief Knickerbocker stated that his officers are working on a number of cases but he has talked to his officers about addressing this issue and citing the trucks for failing to use the truck route. Chief Knickerbocker added that he has issued a number of citations for truck route violations when using the downtown streets. Chief Knickerbocker assured the council that his officers will be paying better attention to address these concerns.

Todd Hughes interjected with his plans to put in a small truck stop or convenience store that would help divert truck traffic from Bridge Street back to Chatterton and State Street where he would be located.

Discussion followed and the town will be looking at placing more signs to notify the drivers of the appropriate truck route.

REPORTS FROM DEPARTMENTS:

Mayor Glode noted that at the last council meeting he had made his appointments and he would be ratifying a number of those appointments by asking for each to have a motion and approval from the council.

Mayor Glode asked for a motion to appoint Chuck Bartlett as Department of Public Works Supervisor.

Councilman Raymer made a motion to approve the appointment of Chuck Bartlett as DPW Supervisor. Councilman Faust seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint Suzie Cox as Town Clerk.

Councilwoman Howe made a motion to approve the appointment of Suzie Cox as Town Clerk. Councilwoman Welton seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint Samuel Flohr as Town Treasurer.

Councilwoman Welton made a motion to approve the appointment of Samuel Flohr as Town Treasurer. Councilman Faust seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint Tom Knickerbocker as Chief of Police.

Councilman Raymer made a motion to approve the appointment of Tom Knickerbocker as the Chief of Police. Councilwoman Welton seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint Daniel Massey as Saratoga Municipal Court Judge.

Councilman Faust made a motion to approve the appointment of Daniel Massey as Saratoga Municipal Court Judge. Councilman Raymer seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint the Law Firm of Erickson and Roberts to represent the Town of Saratoga.

Councilman Faust made a motion to approve the appointment of the Law Firm of Erickson and Roberts to represent the Town of Saratoga. Councilman Raymer seconded and the motion passed unanimously.

Mayor Glode reported that he and Councilman Raymer had attended the WAM Winter Workshop in Cheyenne and reviewed a number of the sessions that they were able to attend and explained that the workshops had been very informative.

Fire Department: No report

Police Department: Police Chief Tom Knickerbocker reported that at the last council meeting the dispatchers had been changed to work eight hour shifts and the officers were scheduled to change to an eight hour shift. He was now requesting permission to amend the proposed schedule for officers and explained that the amended schedule would go back to twelve hour shifts for the officers and the back-up policy would remain the same as has been used in the past.

Councilwoman Welton asked if the twelve hour shifts would create an overtime issue as in the past and Chief Knickerbocker assured the council that there would not be overtime issues. Chief Knickerbocker stated that Bobby Chitwood had been hired as a part time officer and Cindy Talbott had been hired and was training as a part time dispatcher. Officer Chitwood would begin training with Chief Knickerbocker.

Councilman Faust made a motion to approve the amended twelve hour shift schedule for the officers and the on call policy as presented. Councilwoman Welton seconded and the motion carried unanimously.

Recreation Department: Recreation Director Lisa Burton reviewed upcoming events scheduled through the Saratoga Recreation Department as follows: Preschool gymnastics starting February 9th for 6 weeks for 3, 4 and 5 yr olds; Art class for Kindergarten – 6th grade Friday February 13th from 1:00 to 2:30 at the gym; Adult painting class on Friday, February 13th from 6:00 to 8:00 pm.

Director Burton requested permission to submit the Carbon County School District #2 Recreation Grants which are due by February 15th in the amount of \$16,110 with a breakdown as follows: Open Gym Supervisor - \$6630; Pool chemicals and lifeguard certification - \$5000; and Missoula Children's Theater production - \$4480.

Councilman Raymer made a motion to allow Director Burton to submit the Carbon County School District #2 Recreation Grant in the amount of \$16,110. Councilman Faust seconded and the motion carried unanimously.

Department of Public Works:

- Street Department: Department of Public Works Supervisor Chuck reported that the street crew has replaced a yield sign on 13th Street, repairing the Veteran's Island Bridge decking, and preparing for the projected snow storm.
- Water & Sewer: The crew has been checking on possible water leaks as indicated by some of the meter reports, cleaning sewers and they continue to work on the Hot Pool Bridge.
- Weed and Pest: Chuck Bartlett reported that he and Chuck McVey attended the Weed and Pest conference in Casper and they reported on the new diseases carried by mosquitoes and the importance of controlling mosquitoes in our area, adding that the Mosquito Grant is due March 6, 2015.
- Parks and Lake: Chuck reported that he had looked into costs for drilling a new well for the Lake campground and the estimated cost will be between \$5600 and \$7100. Currently the town is trucking water to irrigate the trees at the lake, for cleaning and maintaining the rest rooms and a new well would provide potable water for campers at the lake.

Mayor Glode reported that he and Councilwoman Welton had a meeting with Tom Rodeno to discuss the Tyler Pickett Park project. Mayor Glode stated that there is more than one design that will be looked at and considered as the project is moved forward.

- Hot Pool: Chuck Bartlett reported that with the power brown outs we have been having the small pump that takes care of the sidewalk heating burned out and was replaced.

River Project: Chuck Bartlett reported that in preparation for the river project we are looking at both long term and short term issues. For the long term, letters were sent out to the river committee to set up a meeting in the next two weeks to discuss schedules and funding.

For the Short term Mr. Bartlett is looking at permitting and getting estimates on removing some of the rock from the river. They have been out surveying and it looks like 1900 to 2000 yards of material will need to be removed to get down to the water line.

Master Plan Steering Committee:

Chuck Bartlett also reported that he had received two proposals for a LiDAR system which were provided for the council's review. The project should start by late March to early April before the trees begin budding. Mr. Bartlett expanded on the importance of the system which includes getting a reliable flood map, it will be within two-tenths accuracy on the paved areas and that can be used for design work and development throughout town. There will be a committee meeting at 4:00 on February 11th at the town hall.

Mayor Glode reviewed the appointees to the Steering Committee: Randy Raymer, Rory Grubb, Scott Kinniburgh, Stacy Crimmins, John Zeiger, KayCee Alameda, and Will Faust as the council rep. with Mayor Glode being the Chairman.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Raymer, the newly appointed representative to the Airport Board, reported that no quorum was in attendance at the meeting and no action was taken.

Jennifer Johnson, secretary of the airport board reported that her position on the board expired in January and she had sent a letter asking to be reappointed to the board. The board did not have a quorum for the last meeting but had approved her reappointment at the December meeting. She had sent a letter to the town clerk to be passed on to the council requesting her reappointment.

Councilwoman Welton made a motion to reappointment Jennifer Johnson to the airport board for a three year term. Councilman Faust seconded and the motion carried unanimously.

Mayor Glode requested a motion to approve the Request for State Airport Aid and allow for the Mayor to sign. The Application is for the real and re-mark airport pavements as part of WYDOT's Statewide Group Sealcoat project.

Councilman Raymer made a motion to approve the submission of the Request for State Airport Aid with permission for the Mayor to sign. Councilwoman Welton seconded and the motion carried unanimously.

The next Airport Board meeting will be on February 11, 2015 at 1:00 p.m.

Community Center Joint Powers Board: Joe Elder, CEO of the Community Center addressed the council and reported that the computer upgrade is nearly complete and the wireless system will be greatly enhanced throughout the center. He did encourage anyone using the computers to save all of their information to a flash drive so that they do not lose their information because the system is set up to delete any information left on the computers or the desktop.

Mr. Elder reminded the council of the wine tasting at the community center on Friday, February 6th sponsored by the Saratoga Museum. Mr. Elder then thanked Lynda Healey and the Museum volunteers for their assistance with events at the community center.

The next meeting of the Community Center Joint Powers Board will be held Monday, February 9, 2015 at 4:00 p.m.

Water and Sewer Joint Powers Board: Mayor Glode presented Ordinance 829; An Ordinance Amending In Part, Section 13.40.030, Subsection A. of The Town of Saratoga Municipal Code Defining "Single-Family Residential Unit" on second Reading.

Mayor Glode then read the ordinances that address single family dwellings; 18.06.120; 18.06.130; 18.06.140; 18.06.150 followed by lengthy discussions. Following the discussion Mayor Glode explained that the Water and Sewer JPB would be meeting on February 11th and would discuss the ordinance prior to the third and final reading on February 17, 2015.

Councilwoman Welton made a motion to pass Ordinance 829 on second reading. Councilman Faust seconded and the motion carried unanimously.

Mayor Glode asked for a motion to appoint Dave Christman to the Water and Sewer Joint Powers Board.

Councilman Raymer made a motion to approve the appointment of Dave Christman to the Water and Sewer Joint Powers Board. Councilwoman Welton seconded and the motion passed unanimously.

Mayor Glode asked for a motion to appoint Don Sherrod to the Water and Sewer Joint Powers Board.

Councilman Faust made a motion to approve the appointment of Don Sherrod to the Water and Sewer Joint Powers Board. Councilwoman Welton seconded and the motion passed unanimously.

The next meeting of the Water and Sewer Joint Powers Board will be Wednesday, February 11, 2015 at 6:00 p.m.

Landfill Board: Richard Hodges reported that Saratoga recycled ninety tons last year which was approximately six semi loads. The board is anticipating that they will be awarded some grant funding from the state for help in building a transfer station,

Councilwoman Welton asked the council to consider having a clean-up week to help people clean up their properties. Following the last couple of years, the Make a Wish can be contacted to haul off old vehicles and those donating them will receive a tax exemption receipt for the value of the vehicle. Councilwoman Welton will bring it to the council for consideration again this spring.

The next meeting will be Wednesday, February 4, 2015 at 7:00 p.m. in Saratoga.

Medical Board:

Planning Commission: The next Planning Commission meeting will be February 10, 2015 at 5:30 p.m.

Recreation Commission: Recreation Director Lisa Burton reported that the board's meeting date has been changed to better accommodate some of the members. The meetings will now be the 3rd Wednesday rather than the 2nd Monday of each month at 5:00.

The next meeting of the Recreation Commission will be Wednesday, February 18, 2015 at 5:00 p.m.

Community Garden Board: The next meeting of the Garden Board will be Monday February 16, 2015 at 6:30.

Mayor Glode reported that he was appointing Councilwoman Howe as the council representative to the garden board.

South Central Emergency Medical Services: No report.

Business: Councilwoman Welton asked the DPW Supervisor Chuck Bartlett to consider replacing the lights on the light poles along Bridge Street because they were so popular during the holidays. Councilwoman Welton has had individuals approach her and asking that they be left up all year because it makes the downtown area so much more impressive. Discussion followed concerning the additional cost and maintenance of the lighting year round, however, DPW Supervisor Chuck Bartlett will look into having them put back up.

Adjournment: Being no further business to come before the meeting, Councilman Faust made a motion to adjourn at 7:43 pm. Councilwoman Welton seconded and the motion carried unanimously.

The next regular meeting of the Saratoga Town Council will be held on February 17, 2015 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode, Mayor

ATTEST:

Suzie Cox, Clerk